

ANNEX C

DOCUMENTATION PACKAGE FOR LARGE FIRE INCIDENTS

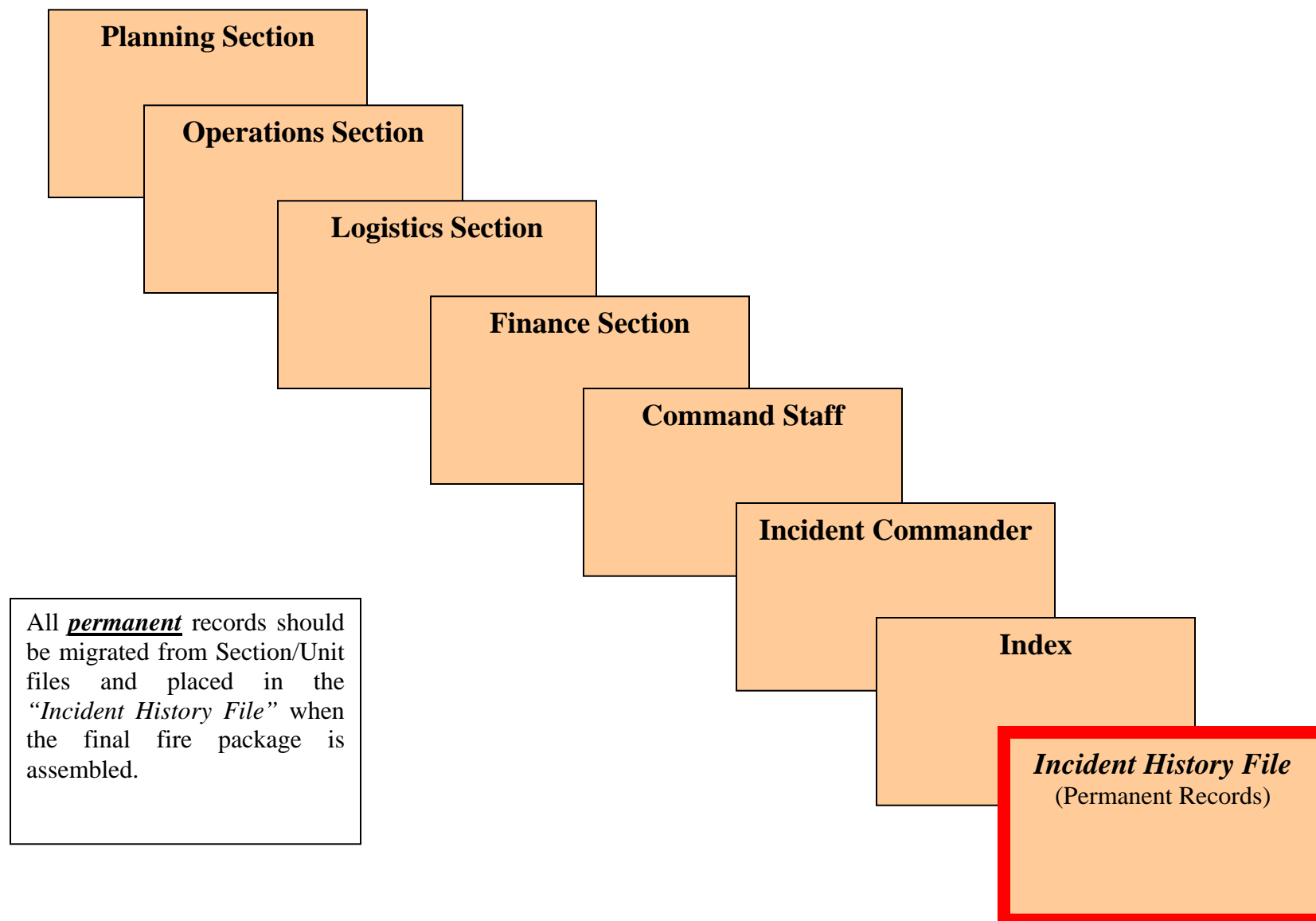
A quality fire package standard should be conveyed to IMTs at in-briefings and be included in Delegations of Authority. Establish transfer requirements for fire package contents from IMT to IMT on long duration incidents. This is especially important when fires are transferred from one complex to another. All line officer training should teach a standard level of documentation. Incidents of long duration should have one individual assigned to documentation by the hosting agency(ies) who will stay for the duration of the incident. Line Officers should review fire packages well before closeout meetings to ensure the packages meet their quality and documentation expectations. If the package is deficient, keep the team assigned until it meets expectations of a quality fire package.

Incident Records Management information can be found at: <http://www.nifc.gov/records>.

Following is an outline of documentation that could be included in a large fire incident fire package.

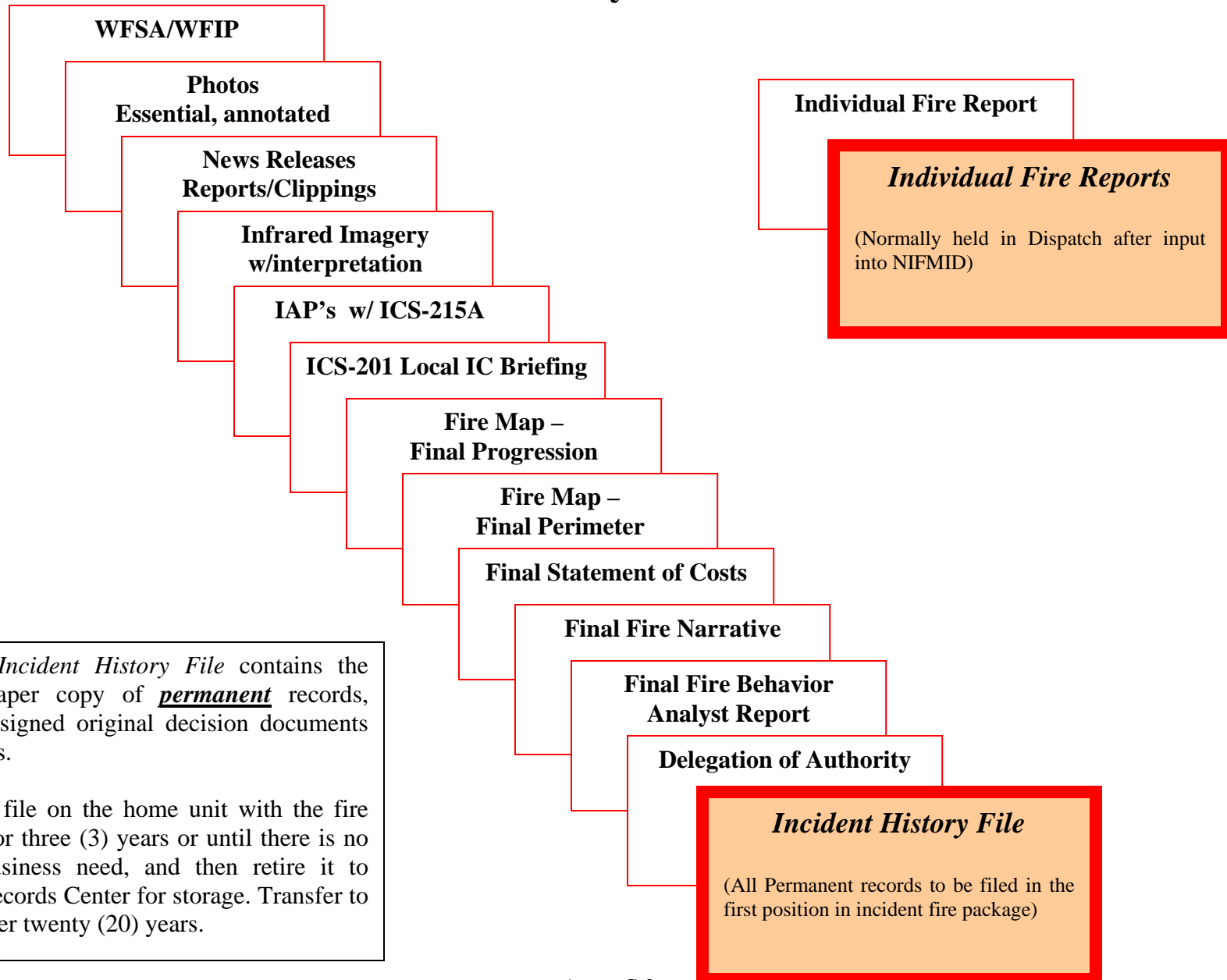
Wildland Fire Incident Records

Paper Document File Directory



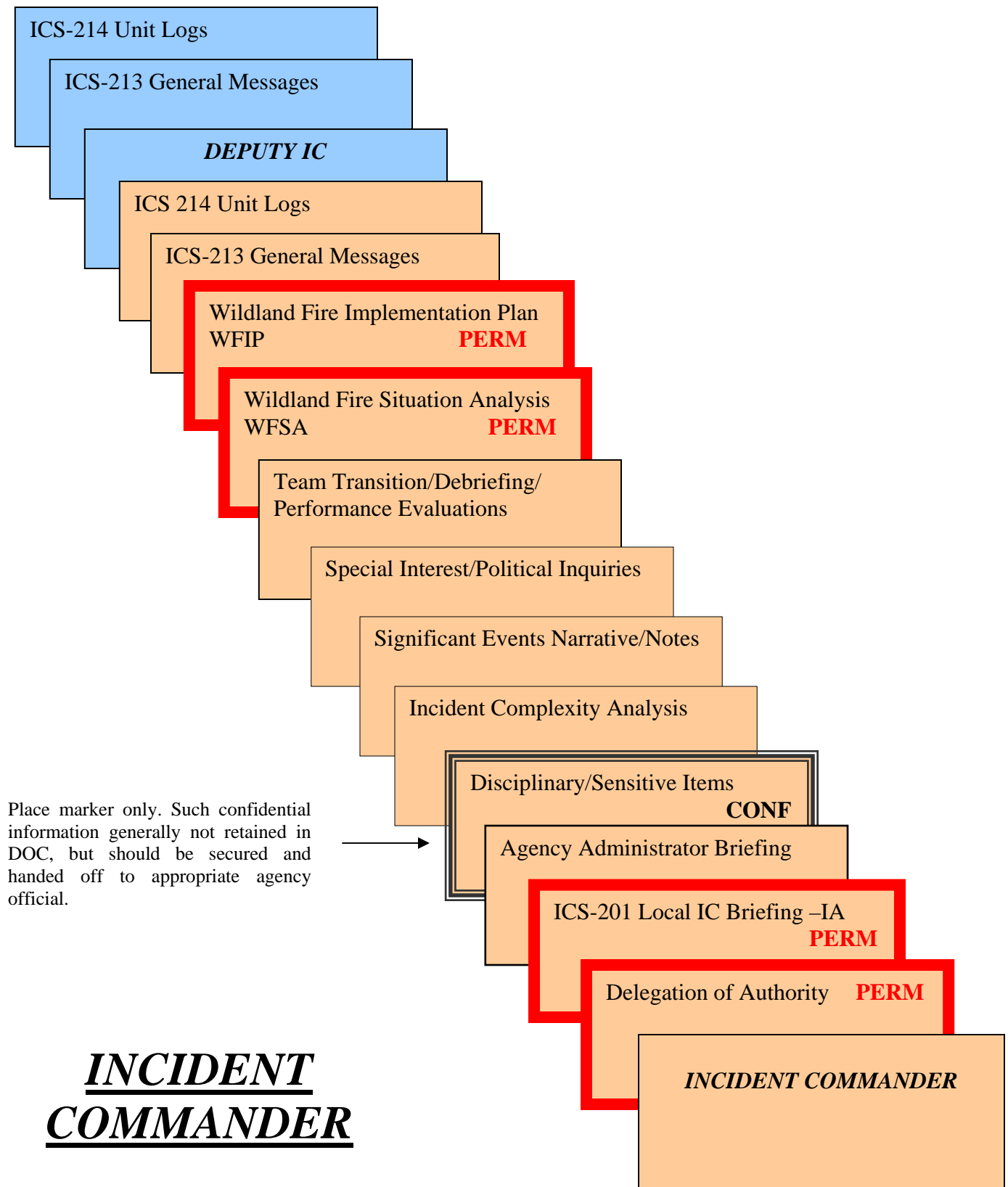
Wildland Fire Incident Records

Incident History File Contents



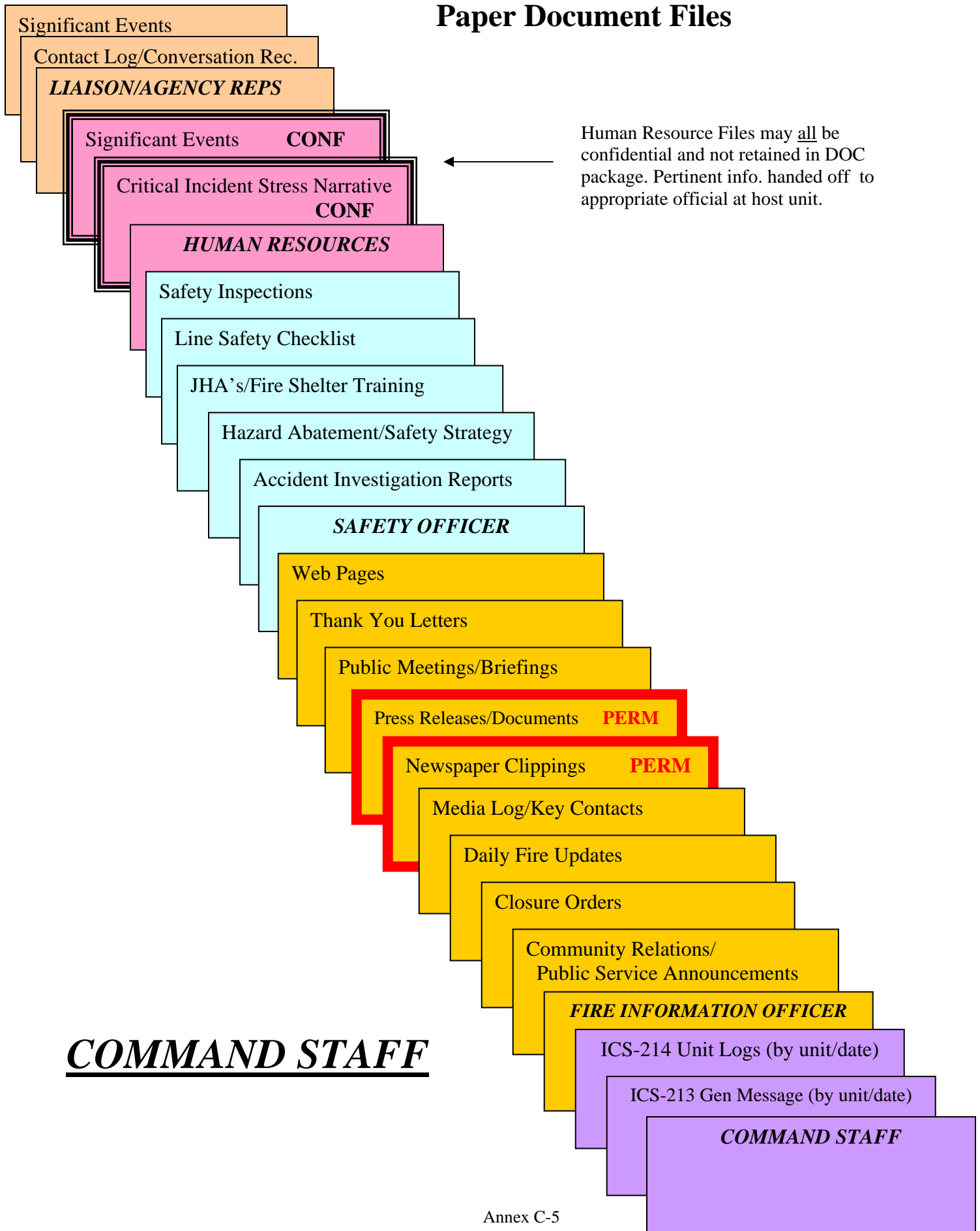
Wildland Fire Incident Records

Paper Document Files



Wildland Fire Incident Records

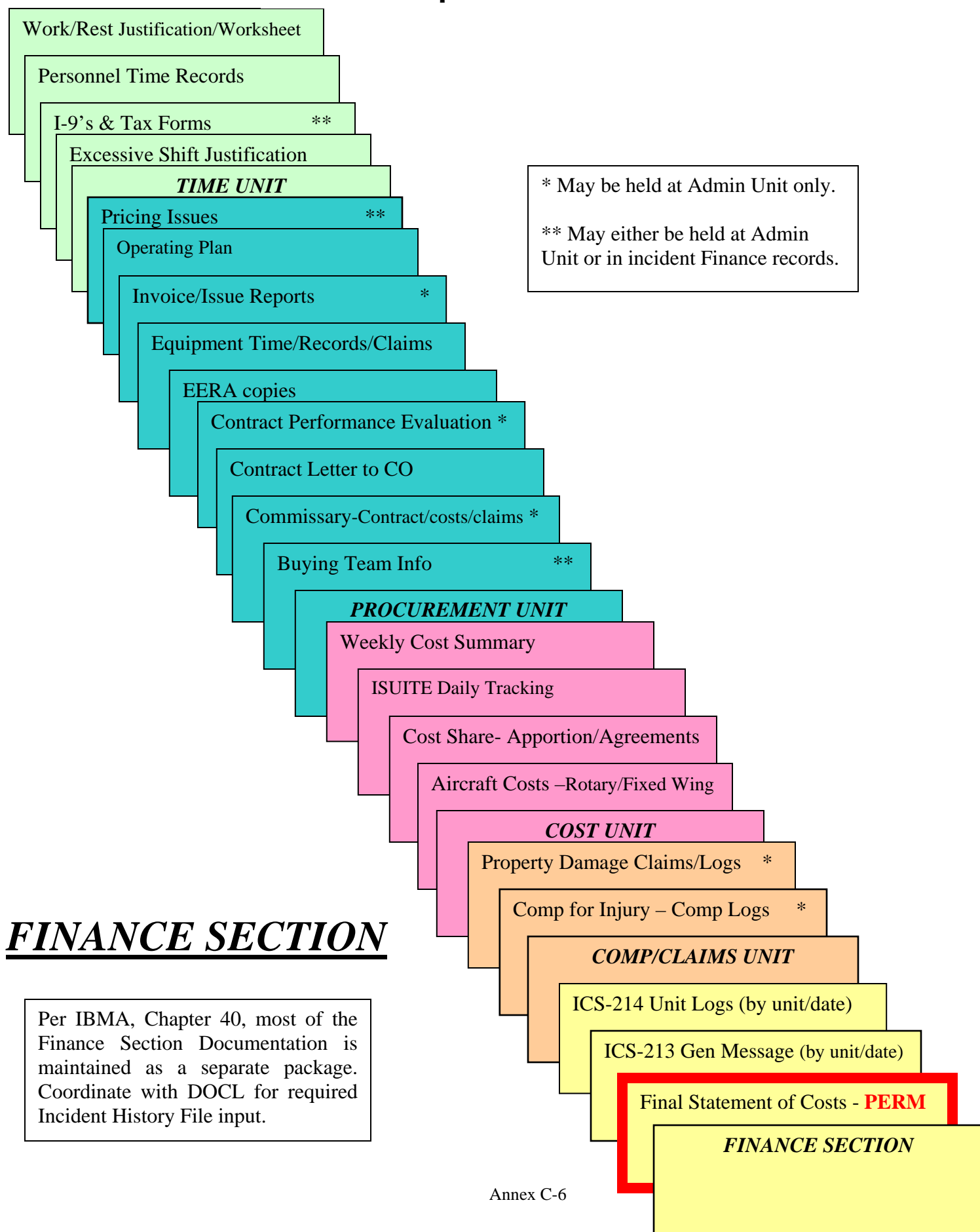
Paper Document Files



COMMAND STAFF

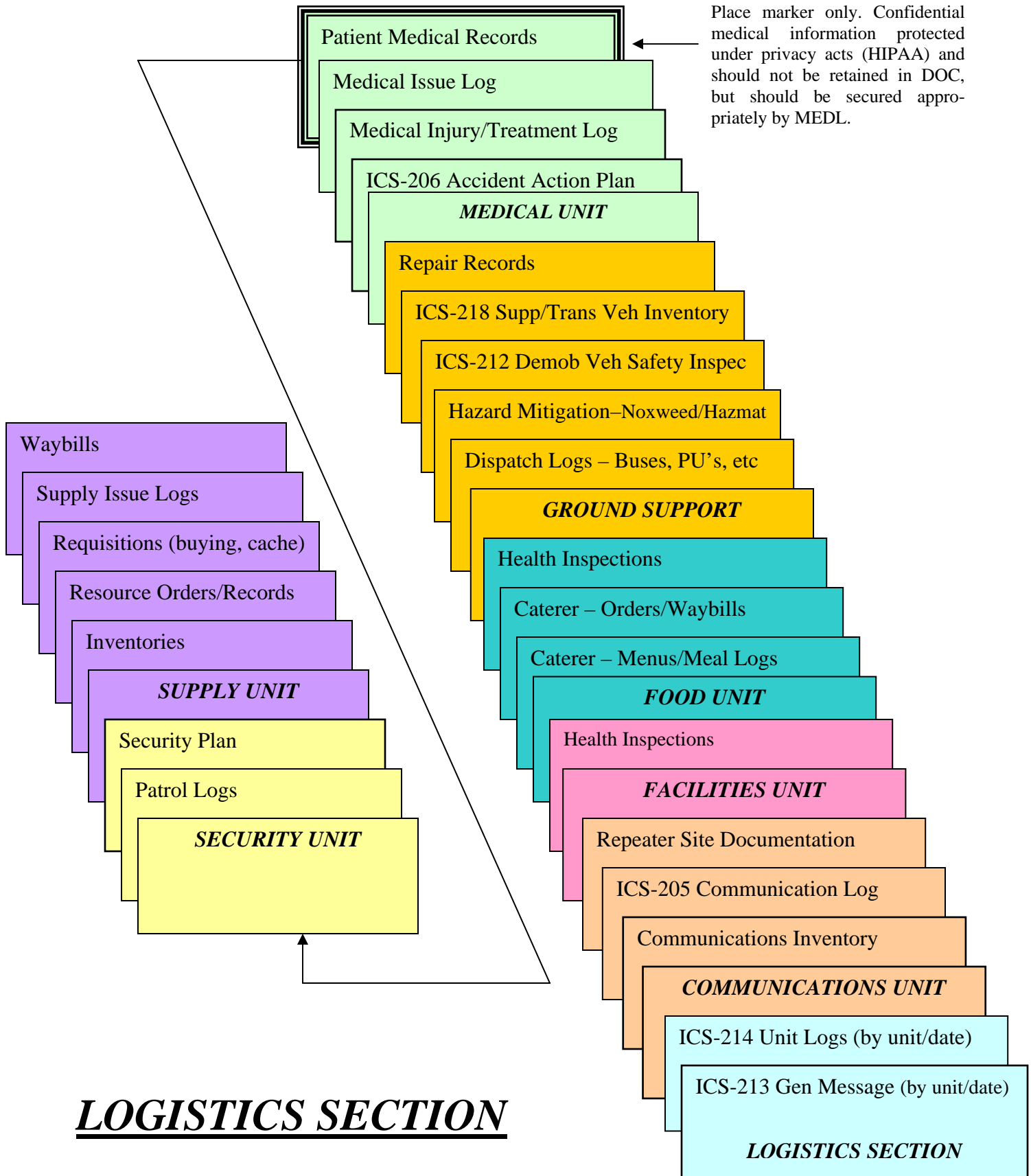
Wildland Fire Incident Records

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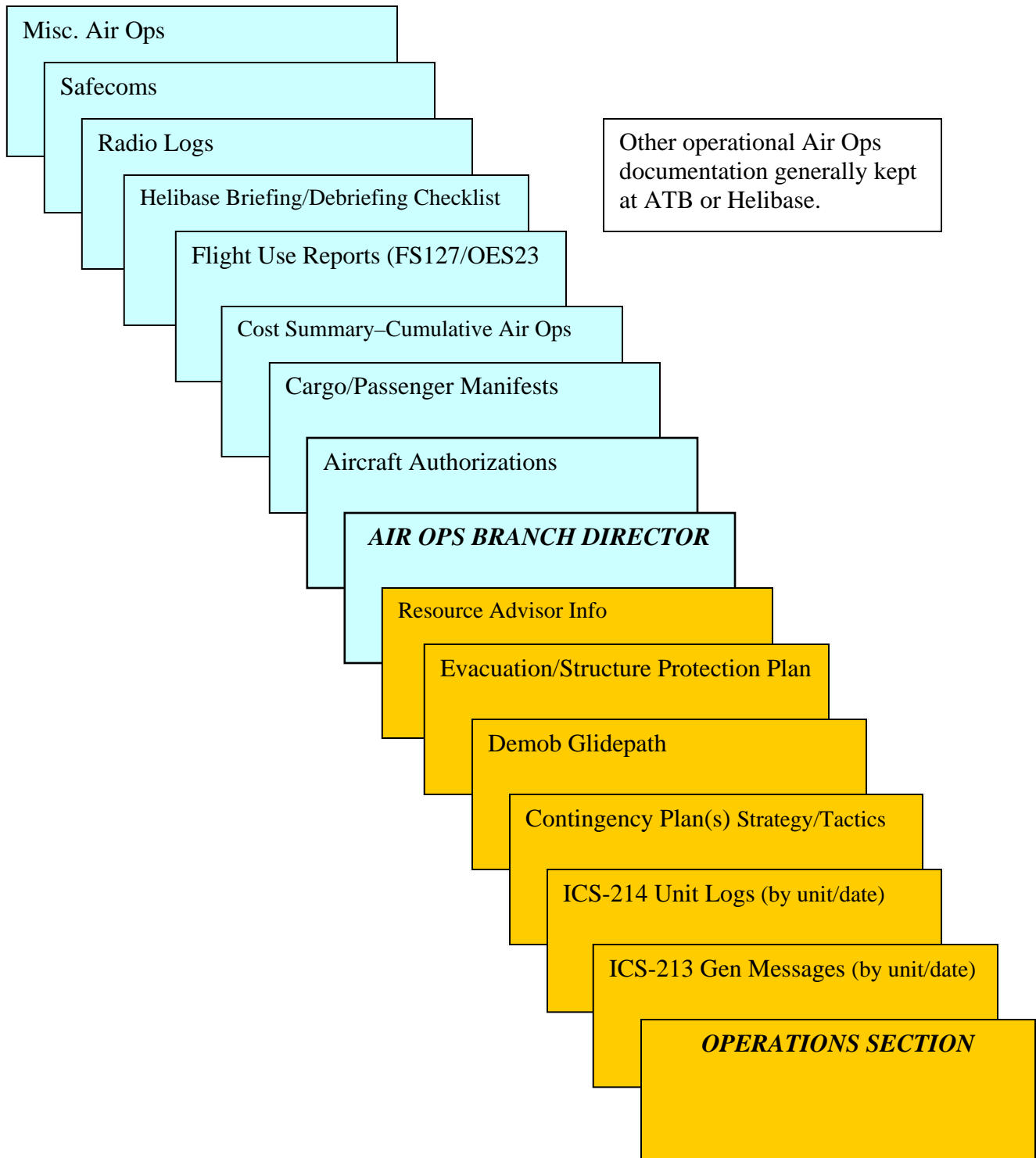
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OPERATIONS SECTION

Wildland Fire Incident Records

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